Klarstig

# Events Hospitality Monthly Giving Donation

**FICTIONAL EXAMPLE FOR ILLUSTRATION. NAMES, ADDRESSES AND NUMBERS ARE INVENTED.**

Record the gift you would like to make, its intended use and your acknowledgment preferences. This form records a pledge or donation instruction; it does not process a payment.

## Contact and reference

**Organization using this document**

Maple Street Community Center

**Your name or contact reference ***

Alex Rivera

**Email for a reply if needed**

alex.rivera@example.com

## Information for this document

**Gift amount ***

250

**Currency ***

USD

**Other currency code if selected**

REF-2026-0145

**Gift frequency ***

Monthly

**Intended fund or purpose ***

Covers the weekend youth program at the main hall from 1 to 14 November, including set-up and clean-up.

**Recognition preference**

Use my name

**Acknowledgment recipient or instructions**

(Free-text answer - not filled in for this example)

**Gift instructions or restrictions**

Thank you. Please send any confirmation to my email address.

## Specific details

**Recurring gift program or designation**

Complete when relevant to this request.

A 12-week after-school reading club for 30 students, led by trained volunteers at the community center.

### Preferred start timing acknowledgment and change instructions

(Free-text answer - not filled in for this example)

## Operating context

### Property department or booking reference

Complete when relevant to this request.

Operations

### Guest timing service areas capacity and practical arrangements

(Free-text answer - not filled in for this example)

## Team specific details

### Event organizer and planning milestone

Complete when relevant to this request.

Maple Street Community Center

### Schedule supplier coordination staffing and attendee arrangements

(Free-text answer - not filled in for this example)

## Limitations and what needs setup

- Submitting the form records the answers in your workspace. It does not approve, schedule, charge or reply on its own unless you add that step to the workflow.
- No payment is taken by default. Online payment needs a connected payment account and is configured separately.
- Some questions become required only after certain answers. The printable version shows every question.
- Email notifications, approval routing, document generation and connections to other systems are available but not switched on until you configure them.

### Want help tailoring this form? Free, Starter and Pro include five personal setup sessions, up to 30 minutes each, per new organization.

Klarstig / Daniel Petry · klarstig.ai · hello@klarstig.ai · support@klarstig.ai · 800-781-1775 · 11917 Laurel Ave., Forestville, CA 95436, USA